Unlearning Racism in Geoscience (URGE; www.urgeoscience.org) is a community-wide journal-reading and policy-design curriculum to help Geoscientists unlearn racism and improve accessibility, justice, equity, and inclusion (AJEDI) in our discipline. URGE’s primary objectives are to (1) deepen the community’s knowledge of the effects of racism on the participation and retention of black, brown, and indigenous people in Geoscience, (2) use the existing literature, expert opinion, and personal experiences to develop anti-racist policies and strategies, and (3) share, discuss, and modify anti-racist policies and strategies within a dynamic community network and on a national stage. By meeting these objectives, we hope that Geoscience departments and societies will be able to implement a well-researched crowdsourced group of anti-racist policies.

**Deliverable - Pod Guidelines**

Education is essential but action is also imperative for achieving the objectives of URGE. Therefore, each URGE topic is paired with deliverables for individual pods to draft and share. *This deliverable is a set of agreed upon guidelines and group norms for your pod.*

Before you begin your work as a pod, it is critical to lay a strong foundation as a group so that all members of the pod can participate and learn. As a group, discuss what you need to ensure a safe, inclusive environment to discuss difficult and potentially controversial issues.

1. **Examples of Widely Used Ground Rules**

Ground rules should be developed and adapted for your specific pod. Appropriate ground rules may depend partially on who is in your pod - is it all graduate students? Tenured faculty and non-tenured faculty? Is the group all white or are there individuals with lived experience with racism? What are the power dynamics in play? The following list of common ground rules can serve as a starting point for your process of creating a similar list suitable to your own pod:

1. Listen actively -- respect others when they are talking.
2. Speak from your own experience instead of generalizing ("I" instead of "they," "we," "you").
3. Do not be afraid to respectfully challenge one another by asking questions, but refrain from personal attacks -- focus on ideas and problems rather than people.
4. Participate to the fullest of your ability -- community growth depends on the inclusion of every individual voice.
5. Instead of invalidating somebody else’s story with your own spin on their experience, share your own story and experience.
6. The goal is not to always agree -- it is to gain a deeper understanding.
7. Be conscious of body language and nonverbal responses -- they can be as disrespectful as words (even over Zoom!)
8. Assume everyone’s good intentions but also acknowledge the impact of saying something that hurts someone else, even if it is unintended.
9. Maintain confidentiality. All stories shared in this space stay in this space unless explicit permission is given by the person sharing the story that it can be shared in another setting.

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2 https://notimeforsilence.org/
3 https://www.change.org/p/geoscientists-call-for-a-robust-anti-racism-plan-for-the-geosciences
2. Making decisions as a group

Decisions will be made using group consensus (www.seedsforchange.org.uk/shortconsensus). The pod is open to other forms of decision making and will revise the group consensus policy if one or more members feel an alternative policy is needed.

3. Pod member roles and responsibilities

In addition to serving as the main point of contact between URGE and the ECU WRCenter Pod, the pod leader will lead discussions and deliverables in a manner ensuring all members are heard and represented. At least two pod discussions and resulting deliverables will be co-led with a student.

1. Pod Meetings: Regular meetings will take place virtually on the ECU Water Resources Center Teams on the Water Resources Journal Club channel (link to meeting series) at 10:00 am EST on Jan. 27th, Feb. 10th, Feb. 24th, Mar. 10th, Mar. 24th, Apr. 7th, Apr. 21st, and May 5th. Additional meetings will be scheduled as needed.

2. The pod leader will record attendance (important for accountability).

3. All pod members are responsible for taking notes, especially in discussions of deliverables.

4. The pod leader will upload deliverables to the URGE website.

5. The pod leader will co-lead efforts to schedule meetings and engage with university leadership at the college level (Thomas Harriot College of Arts and Sciences and Integrated Coastal Programs) as well as the university level (Office of Equity and Diversity). Target timeline: starting with session 4, March 1st - 12th

6. The pod leader and session co-leaders are responsible for reading supplemental articles / materials for deliverables.

7. Draft deliverables will be submitted to URGE in a timely manner and shared with pod members for review/edits/discussion using the ECU Water Resources Center Teams on the Water Resources Journal Club channel (link to files).

Pods should upload their pod’s guidelines, including your decision-making method and plan for division of work, to the URGE website. We also encourage pods to post these guidelines on the organization’s website and share over social media (use #URGE and tag @URGEoscience). Sharing deliverables will propagate ideas, foster discussion, and ensure accountability.